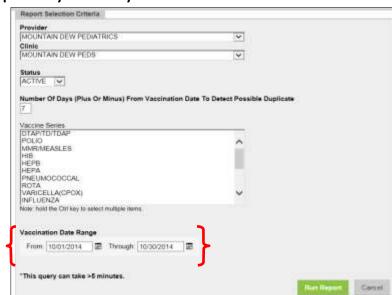


Cleaning Up Your Patients with Possible Duplicate Vaccinations Report

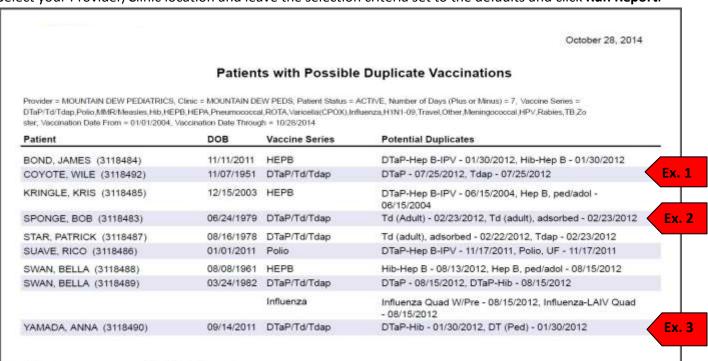
This report looks at individual vaccines within the same vaccine group that were administered within a certain number of days of each other (system default is within 7 days). Most immunizations recommend an interval between doses of 28 days, so this report can help identify data entry errors.

Step 1 - Run the Report:





Select your Provider/Clinic location and leave the selection criteria set to the defaults and click **Run Report**.



Here are three examples of why you may see possible duplicate vaccines in this report:

- 1. Two different users recorded a vaccination, but each selected a different type. We see in Example 1 (Ex. 1) that both DTaP and Tdap were entered on the same date. One of these vaccines is incorrect.
- 2. Similar vaccine added within 7 days of each other. We see here that a Td(adult), adsorbed was entered on 02/22/2012 along with a Tdap just one day later on 02/23/2012. The user who entered the 2nd dose in Example 2 forgot to change the vaccination date before entry and selected the wrong vaccine type.
- 3. A user entered an individual component vaccine along with a combo vaccine. In Example 3, the individual component of DTP was entered along with the DTaP-Hib combo vaccine as administered on the same date.

NOTE: Please note that the error may not have occurred at your office. **This report reflects possible duplicate vaccinations for patients listed on your Patient Roster.** For information on how to remove inactive patients from your roster, please contact our Help Desk.

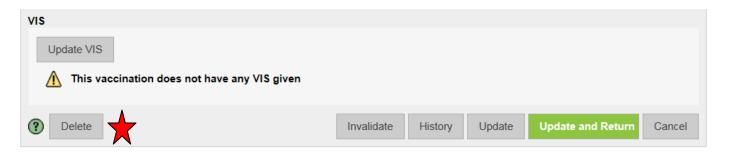
<u>Step 2 – Correct the Immunization Record(s):</u>

1. Go to the patient's **Immunization Screen** and see if you are the provider that created the duplicate scenario – if you are, then check the patient's record in your chart or EHR/EMR system to see which is the proper date and/or vaccine type that was actually administered. **Delete** the incorrect entry.

To delete a vaccine, click on the Update button for that vaccine:



Scroll to the bottom of the vaccine details screen and click Delete:



- 2. If you are <u>not</u> the provider who created the duplicate scenario, **you cannot fix it**. Please note that on the paper report and fax it to the Help Desk for correction. We will contact the other provider(s) to correct the remaining possible duplicates.
- 3. As a provider, your KYIR security parameters allow you to correct /edit / delete any vaccine transaction created by any KYIR user who is still actively associated to your location. If a previous employee created the possible duplicate and is no longer associated to your Provider/Clinic, then you will need to follow step # 2 above and fax those to the Help Desk.